

## **To Request a Well Registration Report**

You can obtain a copy of an Arizona Department of Water Resources well report by faxing a request to the Prescott AMA office at (928) 776-4507 or calling (928) 778-7202.

**Please include the Well Registration Number whenever possible.**

If you do not have the Well Registration Number (a six digit number with a prefix of 55-) **you must provide the following information with your request:**

1. **The legal description of the property on which the well is located: 10 acre  $\frac{1}{4}$ , 40 acre  $\frac{1}{4}$ , 160 acre  $\frac{1}{4}$  of the Section, Township and Range.**

Example: SE  $\frac{1}{4}$ , NE  $\frac{1}{4}$ , SW  $\frac{1}{4}$ , S15 – T17N – R2W

2. **Name of current and previous owner(s).**
3. **Assessor's parcel number.**

To obtain the legal description we will need to process your request, please access Yavapai County's website at [www.co.yavapai.az.us](http://www.co.yavapai.az.us) (see below) or contact the Assessor's office at (928) 771-3220.

**To obtain the legal description of a parcel by using the County's website:**

- On their home page select *Maps & Owner Info*
- Select *GIS Mapping Applications*
- Select *Interactive Mapping Application*
- Find the parcel by searching the pull down Search By Property menu in the upper right hand corner. Search by parcel number, address or owner's name.
- Once the parcel is displayed, click on the  $\frac{1}{4}$  icon on the left hand tool bar and then click in the center of the parcel. The  $\frac{1}{4}$ ,  $\frac{1}{4}$ ,  $\frac{1}{4}$ , S-T-R will appear at the bottom of the page.

**To obtain previous owner information,** visit the County's Recorded Documents webpage at [icris.co.yavapai.az.us/icris/splash.jsp](http://icris.co.yavapai.az.us/icris/splash.jsp) or contact the Assessor's office at (928) 771-3220.

### **Please note:**

**Unfortunately, we are not able to search our database by parcel number, address or subdivision. We ask for parcel number so that if it becomes necessary to review the well documents, we can compare it to the parcel number provided on the application to drill.**